



MINUTES

WASHINGTON COUNTY BOARD OF ELECTIONS

June 8, 2021

17718 Virginia Avenue

Hagerstown, MD 21740

240-313-2050

Present:

Board:

Martin Lumm, Board President

Tammy Downin, Board Vice President

Bill Blazes, Board Secretary

Connie Mozingo, Assistant Board Secretary

Jim Schultheis, Member

Brian Kane, Board Attorney

Staff:

Kaye Robucci, Election Director II

Barry Jackson, Election Deputy Director II

Absent:

Guest:

Peter Perini

President Marty Lumm called the meeting to order at 3:07PM at the Washington County Election Center, 17718 Virginia Avenue, Hagerstown, MD 21740. There was a quorum present.

Approval of Minutes of May 11, 2021:

Correction: Connie Mozingo had to be added to Summary of Closed Session because she was present.

Tammy Downin moved to accept the minutes for May 11, 2021 as amended, Bill Blazes seconded, and the motion was carried unanimously.

Additions/Changes to the Agenda:

Kaye Robucci requested 2 items be added under Correspondence:

- May 18, 2021 MAEO Conference Update and Draft Agenda
- May 24, 2021 MAEO Conference Agenda Update

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Correspondence:

- I. May 18, 2021, MAEO Conference Update and Draft Agenda emailed to the Board.
- II. May 24, 2021, MAEO Conference Agenda Update emailed to the Board.

Reports:

- I. Election Director
 - A. Personnel -
 1. Election Program Assistant I – Cory Green began on June 2, 2021.
 - B. Meetings:
 1. Pollbook Replacement Project – Will be discussed under “Old Business”. Next meeting: July 1, 2021
 2. Director’s Meetings:
 - a) May 20 Recap:
 - (1) Proposed changes to FPCA & FWAB
 - (2) Common Access Card: Accepted for VR Changes and AB Requests from FPCA. Not accepted for new registrations.
 - (3) SWEM Upgrade – SBE still deciding if going with Versions 6110
 - b) Next Meeting: June 17, 2021
 3. Geo Enabling: 5 Sessions every Thursday from May 6 – June 3, 2021
 - a) We met with Bud Gudmundson and Bonn Poland of County GIS after two of the sessions to discuss how we can locally apply what was learned in the Geo Enabling sessions.
 - b) Barry Jackson demonstrated a layered GIS map Bonn Poland created, showing many filters, including transit routes, household income, and drive times.
 - C. Correspondence:
 1. May 18, 2021 MAEO Conference Update and Draft Agenda
 2. May 24, 2021 MAEO Conference Agenda Update
 - D. Trainings:
 1. Sexual Harassment Prevention, June 30, 2021
 2. CERA Training: June 22-26, 2021.
 - E. Legislative Update – Barry Jackson has been asked to lead two workgroups (Absentee Legislative Workgroup and Tech Legislative Workgroup) that will make recommendations to SBE and the General Assembly on election laws and regulations MAEO would like to see implemented in 2022.
 - F. Voter Registration Activities and Statistics:
 1. Received updated VRA’s and NVRA’s

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2. VRV Training: June 23, 2021 before the Republican Club meeting in Williamsport.
 3. Registration Statistics for May 2021 were distributed to the Board.
 - G. Candidate Information:
 1. Filing began February 23, 2021. 11 Candidates have filed.
 - H. Voting System Activities:
 1. Preparing work area for charging of Scanning Units.
 - I. Projects – continue to move in to new place.
- II. Attorney: New stadium is billed as a multi-use sports and events center. Brian Kane suggested we should contribute to the design to ensure indoor facility is sufficient for an Early Voting Center/Polling Place. Board asked Kaye Robucci to contact Senator Paul Corderman to discuss using the new stadium (SB926).

Old Business:

- I. Virginia Avenue Update
 - A. Warehouse move took one day, rather than the estimated three days.
 - B. TVs are in, need to be installed.
 - C. Still working on replacing HVAC system.
- II. FY22 Budget: budget was approved. There are currently insufficient funds for the purchase/rental of the replacement pollbooks. Kaye Robucci has contacted County Budget and Finance regarding the potential cost of \$402,000 for replacement pollbooks.
- III. 2nd (and 3rd!) Early Voting Site – Kaye Robucci put a guideline document together for the Board to show what we are looking for in an Early Voting site. The Board discussed locations for possible sites:
 - A. Downtown (Washington County Free Library, Applause Catering)
 - B. South County (Fairplay Fire Hall, Funkstown Fire Hall, Keedysville Community Center)
 - C. Third Area (Leitersburg Community Center)The Board will discuss pros and cons of several locations at the July Board Meeting. Jim Schultheis will contact the fire halls and the Keedysville Community Center and Kaye Robucci will contact the Washington County Free Library. Barry Jackson will contact Bonn Poland regarding additional map layers.
- IV. Pollbook Replacement Project – Update:
 - A. Committee is performing an on-site evaluation of 4 vendors;
 - B. SBE hopes to have a proposed solution by early July;
 - C. Plan to present solution to Board of Public Works by September;
 - D. Contingency plan to use existing pollbooks.

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- V. MAEO and Biennial Conference – Kaye Robucci asked the Board members to let Teresa Morningstar know when they plan to arrive.
- VI. 2020 Census – No new update. Cleaning up street files in anticipation of Census data.

New Business:

- I. Cascade Elementary School – Board of Education voted to keep Cascade Elementary and Hancock Middle/Senior High Schools open.
- II. Back-up Work Location – We are required to have a back-up work location in case of an emergency. We have identified some possible locations and will be contacting those sites.
 - A. Basement of 35 W. Washington Street
 - B. An area at 101 Tandy Drive
 - C. Western Maryland Center
 - D. Department of Social ServicesKaye Robucci will research what is the required time frame for the back-up work location to be up and functioning.

Members Remarks:

Scheduling of Next Meeting:

The next regular meeting of the Washington County Board of Elections will be held on Tuesday, July 13, 2021 at 3:00PM. The location is Washington County Board of Elections Center, 17718 Virginia Avenue, Hagerstown, MD; as pursuant to the Bylaws of the Washington County Board of Elections, Article 3, Section 3.3(A) 8.

Distributed Information:

Future Events:

- I. Volunteer Training before Republican Club Meeting, June 23, 2020 at 5:30PM.

Adjournment and Executive Session:

There being no other business to come before the Board at this time, Marty Lumm called for a motion to adjourn the Regular Board Meeting and move into Executive Session. At 5:02PM, Connie Mazingo made a motion to adjourn the Regular Board Meeting and convene an Executive Session under State Government Article, § 10-508 (a) (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter. Tammy Downin seconded the motion. Peter Perini then left the meeting.

SUMMARY OF CLOSED SESSION HELD ON June 8, 2021

1. Statement of the time, place, and purpose of the closed session:

Time of closed session: 5:02 pm.

Place (location) of closed session: Election Center 17718 Virginia Avenue, Hagerstown, MD 21740.

Purpose of the closed session:

To approve and sign the minutes of the March 9, 2021 and May 11, 2021 Executive Sessions.

2. Record of the vote of each member as to closing the session:

Names of members voting aye: Tammy Downin, Bill Blazes, Connie Mozingo, and Jim Schultheis.

Members opposed: None

Abstaining: Marty Lumm

3. Statutory authority to close session:

This meeting was closed under the following provisions of General Provisions Art. § 3-305(b):

Topic #1: § 3-305(b) (13) **Topic #2:** § 3-305(b) () **Topic #3:** § 3-305(b) ()
(add others as needed)

4. Listing of each topic actually discussed, persons present, and each action taken in the session:

Topic description	Persons present for discussion	Action Taken/Each Recorded Vote
#13: Approval of March 9, 2021 and May 11, 2021 Executive Session minutes	Marty Lumm, Tammy Downin, Bill Blazes, Connie Mozingo, Jim Schultheis, Brian Kane, Kaye Robucci, Barry Jackson.	Jim Schultheis moved to approve, Connie Mozingo seconded, Board unanimously approved the minutes. Marty Lumm and Bill Blazes signed them.

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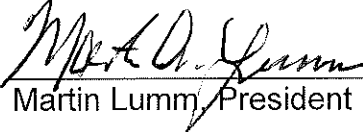
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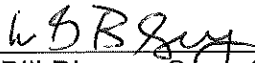
After the discussion was completed, Jim Schultheis made the motion to close the Executive Session at 5:06PM, Bill Blazes seconded, and the motion passed unanimously.

Compiled by Barry Jackson
Deputy Election Director II

Respectfully Submitted,



Martin Lumm, President 7/13/2021
Date



Bill Blazes, Secretary 7/13/2021
Date